

South Ayrshire Council

Joint Negotiating Committee For Teachers

Section 2: School Management

Secondary Moving to Faculty Structures (JNCT 2.10)



Reference:

JNCT 1.2

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Version Control

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1. Background

- a) The 21st century Agreement introduced flatter promoted post structures with the removal of a number of promoted posts. Some schools believe that the management of combined subjects makes posts more attractive to potential applicants. There are advantages in delivering curricular aspects across departments therefore some schools have chosen to create Faculty Principal Teacher posts.
- b) The purpose of this paper is to outline when and how such posts can be filled and should be read in conjunction with JNCT2.5 Secondary Promoted Post Structures and in some cases with JNCT2.2a Agreed Procedures for the Compulsory Transfer of Promoted Staff.

2. Requirement for Approval to Fill Faculty Posts.

- a) All proposals to move to a faculty structure should normally be cost neutral and will require to be approved at Authority level by the relevant Quality Improvement Manager.
- b) In circumstances where a secondary school wishes to change to a management structure involving the introduction of a faculty or faculties incorporating two or more former secondary departments, the head teacher will require to secure formal, collegiate agreement with teaching staff on the proposed structural changes.
- c) Schools who wish to revise their management structure must firstly ensure that they have the staffing entitlement and promoted post points to be able to do so. In normal circumstances head teachers will be unable to change management structures until suitable vacancies become available within the relevant subject departments. The school will still have the option of progressing provided they identify a sustainable source of funding from within the school.

3. Process for Filling of Faculty Posts

- a) Employees with substantive permanent Principal Teacher contracts and Unpromoted Teachers who are currently acting into a post within departments in the school directly affected by a move to a faculty, will be offered an opportunity to apply for the new faculty head post. The appointment will be made through the agreed interview procedures outlined in JNCT13a,b.
- b) If no appointment is made within the affected departments the head teacher is required to liaise with the Education Staffing Team to ensure that any subsequent external appointment does not create a surplus within the school. If this is likely to be the case then the appointment may require to be delayed until a suitable vacancy occurs unless this post is deemed to be essential and funding can be provided by either school or Authority.

- c) Where it is agreed that the post can proceed to be filled, the vacancy will be ring-fenced to all suitably qualified staff within South Ayrshire Council Secondary Schools.
- d) Should the ring-fenced advert in Section 3c above be unsuccessful, a national advertising and recruitment process will take place.

4. **Options for Affected Subject Principal Teachers**

Where a Faculty Principal Teacher post is filled and one or more subject Principal teachers remain within that department they will be given three options:

- a) Remain in Subject Principal Teacher post and carry out appropriate management responsibilities for their subject under the guidance of the PT Faculty. Such Principal Teachers will retain a Principal Teacher salary as they will be carrying out their duties in the normal manner. The school will require to count that Principal Teacher's full time equivalent hours when calculating their entitlement but will not require to count these promoted post points when calculating their promoted post structure.
- b) Request a transfer to the first available Subject Principal Teacher post within the Authority for which they are qualified and continue for a maximum period of 2 academic years to act as a Principal Teacher as outlined in 4a above. Guidance Principal Teacher posts will not be considered as suitable alternative employment. Only one such offer will be made and should this be declined Section 4c below will apply.
- c) Revert to an unpromoted subject teacher either within the school or outwith if to remain would create a surplus in the unpromoted staff. In this case the former Principal Teacher would be considered as surplus and not existing unpromoted staff within the department. He/she would then be ranked along with subject teachers from other schools for eligibility for available posts. Any Principal Teacher taking this option will retain conservation of salary in accordance with the SNCT Handbook effective from the date of appointment of the Faculty Principal Teacher. Conserved Principal Teachers in this position will be entitled to a guaranteed interview within South Ayrshire for any Principal Teachers post in their subject for which they apply.

For the period when the conserved salary is being paid for employees outlined in Section 4c above, the Authority reserve the right to allocate management duties appropriate to the circumstances of the conserved employee eg cover for absent promoted post holder or to carry out a specific task appropriate to conserved grade. Any such duties will be allocated within the context of the 35 hour working week. Individual discussions will take place with the Head Teacher and employee's trade union representative to determine appropriate duties.